



Middle School Athletics
Parent/Student Handbook

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To Parents and Student Athletes:

I am very excited to welcome you to our Campbell Hall athletic program. This material is presented to you because your child has indicated a desire to participate in athletics. Our success on the field/court is primarily due to the large number of athletic participants in the student body.

Athletics plays an important part in Campbell Hall life. Students learn a great deal from participation in interscholastic athletics. Lessons in sportsmanship, teamwork, competition and how to win and lose gracefully are integral parts of our athletic program. Athletic competition helps students develop pride in their school while developing healthy self-concepts as well as healthy bodies.

It is the role of the athletic department to make rules that govern the spirit of competition for the school. These rules need a broad base of community support, which is achieved only through communication with our parents. We hope to accomplish this objective through this handbook for students and parents.

Being a member of the Campbell Hall athletic program is an honor and a privilege. Involvement carries certain responsibilities on and off the field, court, and campus. A great tradition has been established by the hard work of the many participants who have proudly worn the blue and gold. You are a valued member of the Campbell Hall family and will be consistently challenged to uphold this extraordinary tradition of excellence.

We ask that you read this handbook thoroughly with your student athlete(s), and electronically sign acknowledgement page, which is located on the webpage under the link for this handbook.

I look forward to seeing each and every one on the field/court cheering on our Vikings!

Best,

Juan Velazquez
Director of Athletics
Campbell Hall



Campbell Hall Athletics

Athletic Administrative Staff

Juan Velazquez – Director of Athletics

Office: (818) 505-5380

Cell: (818) 355-9395

Email: velazqj@campbellhall.org

Jennifer Prince – Middle School Athletic Director

Office: (818) 505-2485

Cell: (818) 355-9885

Email: princeje@campbellhall.org

Shauna Johnson – Athletic Coordinator

Office: (818) 980-7280 x104

Cell: (818) 458-5080

Email: johnsosh@campbellhall.org

Risa Bastien – Administrative Assistant

Office: (818) 505-5340

Cell: (818) 822-6953

Email: bastier@campbellhall.org

Itzzia Cohen – Administrative Assistant

Office: (818) 505-2417

Cell: (323) 403-4023

Email: coheni@campbellhall.org

George Rodriguez – Assistant to the Athletic Directors

Office: (818) 505-2417

Cell: (323) 403-4023

Email: rodrigg@campbellhall.org



Athletic Mission Statement

Our mission is to create an encouraging athletic environment for our student athletes through accountability, collaboration, integrity, and sportsmanship while staying committed to academic excellence.

Athletic Philosophy

The Campbell Hall Athletic Department nurtures and encourages an atmosphere that inspires a lifelong appreciation of competition, exercise, discipline, teamwork, sportsmanship, and the pursuit of victory with honor. Building strong relationships based on trust and mutual respect will be the foundation for our successes on and off the field/court. These strong bonds and important characteristics will serve to unify us when facing challenges and provide opportunities to build character from life lessons.

Message from our Middle School Athletic Director

Athletics at the middle school level is a time for each student athlete to strive for excellence and shape his or her character while preparing for high school athletics. We expect every student to display good sportsmanship, embrace the meaning of commitment and teamwork, and develop the skills necessary to participate at the next level. By prioritizing skill development with the right perspective of winning in mind, our student athletes are able to develop without fear of failure.

Campbell Hall Athletics – Creed

As a Campbell Hall School athlete, I recognize that I represent Campbell Hall. I acknowledge the honor, publicity, and awards I have the opportunity to earn. I accept the responsibility and specific rules that go hand-in-hand with athletic participation.

I fully understand that I represent my school, my community, and myself at ALL TIMES. I pledge to present a positive image of all before, during, and after competition. To violate this creed is to forfeit the privilege of athletic participation.

The Campbell Hall Way

As a student athlete, you are responsible to your parents and the youth of our community. When you know in your heart you have lived by all the rules, practiced to the best of your ability, and played hard every game with intensity and integrity, you will maintain your self-respect and have grown to be a true VIKING!

As a member of an athletic team, you assume a role of leadership and are on center stage. Everyone, including our opponents, will judge our school based on your conduct and attitude. Judgments will also be made by the intensity with which our teams compete. You have the opportunity to contribute in a very positive way to our school spirit, community pride, and statewide recognition. It is our goal that our school be recognized and respected for excellence in every aspect of our programs.

Sports Offered

Fall Season	Winter Season	Spring Season
Cheer	Boys' Basketball	Baseball
Cross Country	Boys' Soccer	Boys' Tennis
Equestrian (year round)	Cheer	Boys' Volleyball
Girls' Tennis	Girls' Basketball	Softball
Girls' Volleyball	Girls' Soccer	Golf
Tackle Football		Track & Field

Important Dates for 2018 - 2019

Season:	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Tryouts:	Sept. 4 th – Sept. 7 th	Nov. 12 th – Nov. 15 th	Feb. 19 th – 22 nd
Playoffs:	Oct. 29 th – Nov. 3 rd	Feb. 4 th – Feb. 8 th	April 27 th – May10 th

*These dates are subject to change

Tryouts

Tryouts will take place during the first week of every season and will be held for one week. Each student is responsible for attending as many days of tryouts as possible. During the week of tryouts, each student will be evaluated on his/her skill level and will be placed on a team accordingly. Once the rosters have been set, an athlete is not allowed to move teams. The sports that do not have tryouts are: Tackle Football, Cross Country, Cheerleading, and Track and Field. These teams will begin practicing during the week of tryouts.

CUTS

Determining if cuts are made is unique for every team and changes from year to year. It will depend on the number of players trying out for a specific sport. Our main goal is for every player to participate, but there are times when the number of students does not allow for two or more teams. We will explore all possibilities before making cuts. There are 4 sports that do not have cuts: Tackle Football, Cross Country, Cheerleading and Track and Field.

Team Level Philosophies

If the number of athletes participating in tryouts does not allow for two teams, one team will then be created based on demonstrated skill level. If cuts are made, the rosters will be posted on the athletic website on the Saturday following the week of tryouts. If there are multiple teams, the teams may be divided by skill level or grade level. In the case of multiple teams, the teams will be defined as Varsity and JV, similar to high school. The varsity team will be the higher level and the JV team will be the lower level.

League Placement

The Middle School will compete in the Delphic League and/or the San Fernando Valley Private School League. Each team will be evaluated by the athletic director and coaches and placed in the appropriate league. This will be determined on an individual team basis and announced at the beginning of each season.

Expectations for Athletes and Coaches

What Athletes Can Expect From Coaches:

- To be led by example
- To always place emotional and physical well-being ahead of personal desire to win
- To be treated fairly and receive encouragement regardless of the athlete's level of ability
- To recognize the contribution each athlete has made to the team
- To never give up on the players or the team
- To teach the athletes self-discipline and to develop mental toughness
- To demonstrate enthusiasm, communicate clearly, and provide positive motivation
- To provide fair, firm, and consistent discipline that works toward team goals

What Coaches Can Expect From Athletes:

- To be respectful at all times
- To always be a team player...remain loyal to teammates, coaches, and the school
- Be in the best possible physical and mental condition
- To never complain to others until a concern has been discussed with the coach
- To keep emotions under control and remain enthusiastic
- To remain positive and give constructive criticism
- To adhere to all school and team rules
- To respect officials' rulings or calls
- To make a commitment to win and lose with honor and integrity

Student Athlete Department Policies

- Student athletes who **quit** a sport or whose parents remove them from that sport before the season is over may be asked to sit out their next season of sport.
- If injured, you are still required to attend practice unless other arrangements are made with the coach.
- Game times may vary due to a variety of circumstances such as overtime, game official arrivals, and weather. Please expect delays on occasion.
- Tackle football is the only sport that will have practices over the summer. The coaches and athletic director will determine the summer schedule. These practices will begin in mid-August.
- Playing time is at the discretion of the coaching staff.

- Each athlete is responsible for uniforms or equipment issued to him/her. If the athlete fails to return any items, he/she must pay a \$50 - \$100 replacement cost. Failure to do so will result in the athlete not being allowed to participate in another sport until the lost equipment is returned or until the replacement cost has been paid to the equipment manager.
- Any athlete ejected from a contest will miss at least the next game in that sport. Campbell Hall may enforce more strict penalties as well. After the suspension from play, the student may only return after clearance by the school principal that the student(s) has completed a conference with a school administrator.
- All music played in public spaces should be appropriate in content and language. All music must be approved by the Coach and/or Athletic Director prior to use.
- There will be ZERO tolerance of any inappropriate use of social media outlets. Players will remember they represent Campbell Hall at all times as a current member of their team even through social media outlets.
- Any athlete who is in possession of or uses: alcohol, drugs, tobacco, or performance enhancing products in or out of season, during or after school hours, may result in the removal of the student from future athletic contests. The student will also be accountable to all standard school policies and their disciplinary responses.
- Student athletes are not allowed in the coaches' office during school hours. Please respect the personal space of a coach as you do a teacher. A coach's child may enter alone only when necessary. Students caught in the coaches' office uninvited, during school hours, will serve clean up duty after athletic contests.
- **All athletes will be held accountable for learning all team and athletic department rules.**

Holidays & School Breaks

The Middle School will not participate in athletic practices and/or games during holidays and school breaks.

Competition On An Outside Team

A Middle School student is allowed and encouraged to participate on an outside team. Conflicts must be discussed with the coach or the athletic director prior to the beginning of the season. Games for Campbell Hall are always the first priority.

Multiple Sport Encouragement

Campbell Hall Middle School encourages the broad participation of each student in a variety of sports. Involvement in multiple sports throughout the school year supports the mission of developing students with wide constructive interests.

Game Day Attire

The official game day attire in school for Monday – Thursday is a choice of the following:

- School uniform
- Team polo with school uniform bottom
- Uniform tops may be worn with uniform bottoms after lunch

Game Guidelines

- All parents, students, and fans **MUST** remain in the stands or behind designated areas. Designated areas can be identified by barricades, ropes, or banners. Parents should not be in team areas at any time during practice or games except when asked by team officials, such as a coach, athletic trainer, or student manager.
- Athletes must wear the issued uniform for all games.
- Athletes must follow team rules and guidelines established by the head coach.
- Campbell Hall will not tolerate profanity, inappropriate behavior, or poor sportsmanship from players, fans or coaches. Players are subject to suspension from the game or team.
- Early dismissal and missed school days for competition:
 - There are some occasions when teams will have an early dismissal in order to travel to a game on time or miss school due to competition. Student athletes must make arrangements with teachers for all academic issues and are responsible for handing in, on time, all assignments due on days they are excused from class to attend athletic contests.
 - **PRIOR** to leaving for a sports-related trip, the student athlete must make arrangements with his/her teacher(s) for all academic issues.
 - Athletes are allowed to change into uniforms at lunch or at early dismissal time. **NO CHANGING DURING CLASS TIME.**
 - All games/matches will take place Monday – Friday with the exception of football. Tackle football will play most of their games on Saturday.

- There may be an occasional tournament that will take place on the weekend. If that occurs, the coach and/or athletic director will notify the players and parents well in advance.
- Athletes must be at school for at least half of the school day in order to participate in a game or practice.

Practice Guidelines

- Middle School practices will typically run from 4:00pm to 5:30pm Monday – Friday. Each individual team will have their practice schedule posted on the athletic website. Times and locations may vary depending on facility availability. There will not be practices on the weekends.
- Student athletes must be present and on time at all practices or games unless excused by the coach. Unexcused absences will result in immediate disciplinary action. Such action can include not starting, limited or no playing time, and/or being excused from the team. Any unavoidable absences should be communicated to the coach as soon as possible.
- Students are responsible for maintaining the cleanliness and overall upkeep of their locker room facilities. Students should change for practices in their assigned locker room facilities. All personal items **MUST** be stored in their assigned locker.
- Students are not allowed access to any facilities without proper supervision. Practices may not begin without a coach present.
- Storage areas are to be secured at all times. Neither students nor anyone other than coaches will have access without proper supervision. The same restrictions apply to the athletic office.
- Cleats are not allowed in the gym, weight room, or athletic training facility. Muddy shoes are to be removed before entering any building. Only appropriate shoes are to be used on gym floor.
- No loitering is allowed in designated practice areas during practice times.
- No unsupervised playing in the gym or use of weight room at ANY time. All athletes must abide by posted rules.

Campbell Hall Student Athlete Participation Requirements

A student is **ineligible** to participate until the following requirements have been completed:

- A physical exam or doctor's release must be on file in the athletic or nurse's office.
- The medical and authorization release forms must be on file in the athletic office.
- Students must attend two classes (excluding free periods) on a given school day in order to be eligible to participate in any athletic practices, competition, matches, or games on that day.
- An e-signature that must be done on the athletic website

Athletic Eligibility (Probation, Ineligibility)

- A Middle School student must be fully enrolled in 8 classes
- Has clearance from a doctor and/or athletic training staff to participate

ATHLETIC DEPARTMENT MEDICAL POLICIES AND PROCEDURES

Injury Procedures

- Athletes must report all injuries to their coach and the Athletic Trainer as soon as possible. The Athletic Trainer will determine if participation is appropriate. Athletes should not simply decide not to go to practice because they are hurt.
- Any athlete unable to complete a practice due to injury will be required to obtain clearance from the Athletic Trainer or a physician to return to practice or games.
- Any injured athlete is still considered a part of the team and expected to be present at games and practices, unless released by the coach.
- Athletes are expected to be at practice on time regardless of their need to see the Athletic Trainer. Athletes should plan ahead and report to the athletic training room during lunch and/or before practice. If an athlete requires extensive treatment, both the coach and trainer will communicate regarding why the athlete was late and any practice restrictions.
- Athletes should check their equipment daily for proper fit and report any issues to coaches.

Athletic Training Room Policy

The athletic training room is a medical facility and should be treated as such. All athletes are expected to observe the policies and procedures of the athletic training room. At no time should any athletic equipment or bags be left in the training room. Each student athlete who enters the athletic training room must sign in on an iPad before receiving any treatment regardless of how minor or serious. No athlete is permitted in the athletic training room unless accompanied by a Certified Athletic Trainer.

Head Injury Policy

An estimated ten percent of all national athletes participating in contact sports suffer a head injury each season. A concussion is a brain injury, and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion, and most sports concussions occur without loss of consciousness. The effects of these concussions vary among individuals, and many mild concussions are undiagnosed and unreported. Most athletes recover from concussions completely and can resume regular activity following an appropriate amount of time to recover, an absence of symptoms, and regaining baseline cognitive function.

California recently passed a law, A.B. 25, which summarizes that school officials are required to ***immediately remove from a school-sponsored athletic activity an athlete who is suspected of sustaining a concussion or head injury during that activity and prohibit the return of the pupil to that activity until he or she is evaluated by, and receives written clearance from, a licensed health care provider.*** Campbell Hall is committed to deploying the best tools and equipment to prevent, assess, and treat head injuries.

The Campbell Hall Athletic Training Program utilizes ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) as a tool in an attempt to evaluate the extent of symptoms and cognitive function. ImPACT is a sophisticated, research-based software tool developed to help athletic trainers evaluate recovery following concussion. This program is an objective computerized assessment that is currently used by the NFL, NHL, NASCAR, professional boxing, and many high schools and colleges. This 30-minute computer evaluation indicates each student’s neurocognitive status (i.e., memory, processing speed, reaction time, and other related functions) prior to and following concussion.

We would like to emphasize that ImPACT is regarded as one of the tools of assessment in concussion management; however, the results of a post-concussion test are not the only determining factor for return to play. High School and Middle School athletes participating in an extracurricular Campbell Hall sport are required to take the ImPACT assessment for a pre-injury baseline evaluation.

Campbell Hall Parental Support and Conduct

- Schedule your student athlete's appointments so they do not conflict with team practices and competitions. If you provide transportation for your student athlete, make sure he/she arrives on time for practices and competitions and has the equipment he/she needs for the sport.
- Take an interest in your student athlete's athletic experience by taking an interest in the experience of the whole team.
- Model good sportsmanship for your student athlete by respecting opponents and officials. Cheer for CH's teams and not against the opponents.
- Let your student athlete know that, win or lose, he/she is loved and his/her efforts are appreciated.
- Respect the coach. Do not coach from the stands. Do not raise concerns with the coach immediately before or after a contest. (This is not a time when issues can be resolved.)

Parent Communication Process

- A. The athlete should meet with her/his coach first.
- B. Next, the parent should talk to their child's coach. However, never meet with the coach immediately before or after a contest. Please contact the coach at least 24 hours after by phone or email to arrange an appropriate meeting time.
- C. If your issues are not resolved, you may contact the Athletic Director. Please contact the Athletic Secretary to arrange a meeting time.
- D. If your issues are still unresolved, contact the middle school office to meet with the Principal.

Team Parent Responsibilities

The team parent will be responsible for organizing halftime and post-game snacks and the end of the season team party.

The team parents are volunteers, chosen by the coach for the respective team on which their child plays, or by the Athletic Director on the coach's behalf. Once the team parent is selected, he/she will discuss the role and responsibilities with the Athletic Director.

Sportsmanship

Fans, both students and adults, are an important and integral part of every athletic contest. They serve to authenticate the positive values learned through athletics and to support the personal efforts and successes of individual players. Occasionally, fan behavior can harm an athletic event. The following is to provide clarity about inappropriate behavior. In order to reduce potential conflict among groups at athletic events, it is appropriate to sit on the home side or the Vikings-designated seating area. At all Campbell Hall athletic events, it is inappropriate to engage in:

- Taunting
- Verbal abuse of officials, coaches, players, or opposing fans
- Any obscene gestures
- Throwing objects
- Signs or posters that degrade teams, officials, or players
- Vandalism
- Violence
- Consumption of drugs or alcohol

Noisemakers

No noisemakers (horns, bells, victory bells, sirens, chimes, musical instruments other than those in the band, etc.) will be permitted inside the gymnasium, stadium, or playing fields at any contest (non-league, league, tournament, or playoff). Cheering devices such as wooden blocks, or other similar objects, are prohibited. Megaphones shall be used only by uniformed cheerleaders for the purpose of directing and controlling rooting sections. The improper use of any of the above-listed devices by supporters of a team would subject that team to possible forfeiture of the contest.

Transportation Rules

Campbell Hall will provide all transportation to and from most athletic contests. If a student needs to leave with his/her parent, a coach must be notified prior to leaving. Students may only leave with **their** parent. If a student is leaving with another family, the coach must be notified and a note must be given to the coach.

Transitioning to High School

As an 8th grader each student athlete will attend an informational meeting during Chapel time to learn about High School sports and meet with the individual coaches. At this meeting, they will have the opportunity to meet the high school coaches and sign up for information regarding the sport/s of their interest. They will also have the opportunity to ask questions at this time.

It is a CIF violation for any of our High School coaches to speak with a student athlete about high school sports or participating on any of the high school teams prior to May 1st. Any athlete in the middle school or not enrolled in high school can contact the Athletic Director for any information regarding high school athletics at Campbell Hall.

GO VIKINGS

The Campbell Hall Fight Song

Fight, fight, fight for victory!

Take it for the blue and gold!

Step right down from history,

Vikings ever brave and bold!

Rah! Rah! Rah!

Onward, onward, take the foe!

Raise the banner over, over all!

Vikings glorious, on victorious,

victory for Campbell Hall!

Fight!